

**DSS ADMINISTRATIVE LETTER ECONOMIC AND FAMILY SERVICES 22-2020  
EFS\_FNS\_AL-22-2020**

**Food and Nutrition Services (FNS)**

**TO:** County Directors of Social Services  
**ATTENTION:** Food and Nutrition Services Managers and Supervisors  
**DATE:** June 30, 2020  
**SUBJECT:** Denial of FNS Certification Period Extension waiver and Application and Recertification Interview Waiver  
**EFFECTIVE:** July 1, 2020  
**PRIORITY:** For Information and Action

**I. GENERAL INFORMATION**

Based on the state's continued economic status due to COVID-19 North Carolina Department of Health and Human Services (DHHS) requested waiver extensions for suspension of the FNS interview prior to approval of applications and recertifications, and the waiver to automatically extend certification periods (CP) for cases that CP ends July 31, 2020. Both waiver extensions were denied by United States Department of Agriculture (USDA). The Department plans to continue our efforts to seek approval for these waivers.

**II. POLICY PROCEDURES**

Resume following regular policy regarding the processing requirements for all recertification with a CP that ends July 31, 2020 and after and follow the requirements for interviewing prior to the approval of FNS applications and recertifications. Recertification forms were mailed to households with CP's that will end July 31, 2020.

**III. IMPLEMENTATION INSTRUCTIONS**

The following waivers were not extended by USDA and the implementation instructions updated as follows:

[EFS FNS AL-7-2020 Application and Recertification Interview Waiver](#)

- The policy outlined in the administrative letter is no longer valid for any FNS applications and recertifications with a date of application/recertification after June 30, 2020.
  - Interviews are not required if the date of application/recertification is on or before June 30, 2020. Continue to process as outlined in Administrative Letter.
- Resume following regular policy in FNS manual section 310 Interviewing for all applications and recertifications with a date of application/recertification on or after July 1, 2020.

[EFS FNS AL-13-2020 Food and Nutrition Services Certification Period Extension.](#)

- No additional automatic extension will occur after June 2020. Recertification on cases with a certification period that ends July 31, 2020 will be sent a recertification form and will be instructed to return it by July 15th and regular recertification policy, per manual section 425, should be followed.

**IV. EFFECTIVE DATE**

This policy is effective July 1, 2020 for all FNS applications and recertifications taken on or after July 1, 2020, and all cases that have a CP that ends July 2020. Submit any questions regarding this policy to Operational Support Team (OST) at [DSS.Policy.Questions@dhhs.nc.gov](mailto:DSS.Policy.Questions@dhhs.nc.gov).

Sincerely,

A handwritten signature in blue ink that reads "David Locklear".

David Locklear, Deputy Director  
Economic and Family Services

DL/rc